



# CITY OF HOUSTON

Municipal Courts

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**DATE:** July 2, 2010

**FROM:** **BARBARA E. HARTLE**  
**DIRECTOR AND PRESIDING JUDGE**  
**CITY OF HOUSTON MUNICIPAL COURTS**

**SUBJECT:** **MUNICIPAL COURT CLOSURE: FRIDAY, JULY 2, 2010**

**\*\*\* FOR IMMEDIATE RELEASE \*\*\***

Due to current severe weather conditions, The City of Houston Municipal Court locations will close as of 6:00 p.m. today, Friday, July 2, 2010. Entrance to the building at 1400 Lubbock will be allowed for jail bonding services only. Due to the Fourth of July Holiday, the building will be closed on Saturday, Sunday and Monday. The Courts will reopen Tuesday, July 6, 2010 at 8 a.m. Individuals who are scheduled to appear in court will have the opportunity to reset their case(s).

➤ **IF YOU ARE SCHEDULED FOR ARRAIGNMENT (FIRST APPEARANCE):**

To reschedule your case(s) you must appear **in person**, at any Municipal Court location, beginning Tuesday, July 6, 2010, through Friday, July 9, 2010.

**There are various options available online and by mail:**

- You may request a trial setting.
- You may request the Driving Safety Course (DSC) by mail.
- You may submit your proof of compliance by mail.
- You may pay your fines online.

➤ **IF YOU ARE SCHEDULED FOR TRIAL:**

To reschedule your case(s) you must appear **in person**, at any Municipal Court location, beginning Tuesday, July 6, 2010, through Friday, July 9, 2010.

Visit the court's website: [www.houstontx.gov/courts](http://www.houstontx.gov/courts) to download the required DSC forms and Request for Trial forms. We will accept items postmarked through Friday, July 9, 2010.

**Individuals are reminded that payments can be made as follows:**

- Online at [www.houstontx.gov/courts/payfine.html](http://www.houstontx.gov/courts/payfine.html)
- Via Western Union
- By mail (P.O. Box 4996, Houston, Texas 77210-4996)

IF INDIVIDUALS FAIL TO RESET THEIR CASES OR RESOLVE THEIR CASES DURING THE PERIOD OUTLINED HEREIN, A WARRANT FOR ARREST MAY BE ISSUED.